

NOVATO SANITARY DISTRICT

Meeting Date: December 19, 2011

The Wastewater Operations Committee of Novato Sanitary District will hold a meeting at 2:00 PM, Wednesday, December 19, 2011, at the District offices, 500 Davidson Street, Novato.

AGENDA

1. AGENDA APPROVAL:

2. PUBLIC COMMENT (PLEASE OBSERVE A THREE-MINUTE TIME LIMIT):

This item is to allow anyone present to comment on any subject not on the agenda, or to request consideration to place an item on a future agenda. Individuals will be limited to a three-minute presentation. No action will be taken by the Committee at this time as a result of any public comments made.

3. CONSIDER APPROVAL OF MINUTES OF THE NOVEMBER 16, 2011 MEETING

4. WASTEWATER TREATMENT FACILITIES OPERATIONS AND MAINTENANCE REPORT FOR NOVEMBER 2011:

- a. Treatment Plant Performance Report
- b. Maintenance Report
- c. Safety and training
- d. Odor control

5. COLLECTION SYSTEM OPERATION AND MAINTENANCE REPORT FOR NOVEMBER 2011:

- a. Collection System Maintenance
- b. Pump Station Maintenance
- c. Collection System Performance

6. RECYCLING FACILITY REPORT FOR NOVEMBER 2011

- a. Irrigation system
- b. Ranching status

7. ADJOURNMENT:

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the District at (415) 892-1694 at least 24 hours prior to the meeting. Notification prior to the meeting will enable the District to make reasonable accommodation to help ensure accessibility to this meeting.

Materials that are public records and that relate to an open session agenda item will be made available for public inspection at the District office, 500 Davidson Street, Novato, during normal business hours.

November 16, 2011

A regular meeting of the Wastewater Operations Committee of Novato Sanitary District was held at 2:00 p.m., Monday, November 16, 2011, at the District Office, 500 Davidson Street, Novato.

MEMBERS PRESENT: NSD Board Members Michael Di Giorgio and Dennis Welsh.

STAFF PRESENT: Beverly James, Manager-Engineer
Sandeep Karkal, Deputy Manager-Engineer
Steve Krauthem, Field Services Superintendent
Tim O'Connor, Collections System Superintendent
Julie Swoboda, Administrative Secretary
Lynda Rodefer, Administration, Veolia Water
John Bailey, Plant Manager, Veolia Water

ALSO PRESENT: Jamie Erze, Novato resident
Jerry Peters, NSD Board member elect, Novato resident
Bob Guinan, Novato resident

AGENDA APPROVAL: The Manager asked that item 4.d. be considered as the first item in the Operations Report. The Committee members agreed and Member Di Giorgio approved the agenda as modified.

Member Di Giorgio welcomed the Lea Drive neighborhood attendees. The Manager asked Mr. Erze if the meeting time of 2 p.m. would work for the Lea Dr. participants. She noted that her intent was to include all interested parties in the odor discussions at the Wastewater Operations Committee meetings. Mr. Erze stated that he would get back to Beverly with alternate suggestions if the meeting time of 2 p.m. was not conducive to the interested parties.

PUBLIC COMMENT: None.

APPROVAL OF MINUTES:

Member Welsh approved the minutes of the October 17, 2011 Wastewater Operations Committee meeting as written.

WASTEWATER TREATMENT FACILITIES OPERATIONS AND MAINTENANCE REPORT FOR OCTOBER 2011:

- **Odor Control:** The Manager stated that the District had begun the installation of additional bioxide feed equipment at the Bahia, Ignacio, Olive and East Hamilton pump stations. She anticipates that the addition of bioxide into the treatment flow will

reduce or alleviate odors in the headspace of the headworks and clarifiers. She stated that odor emissions will continue to be monitored and measured.

- Treatment Plant Performance Report: John Bailey, Plant Manager, Veolia Water, reviewed the monthly operations report for October 2011 and discussed the treatment plant performance. He stated that there were two permit exceedances for the month of October due to mechanical failure. Mr. Bailey explained that on October 4th sodium hypochlorite was overfed to the influent junction structure which in turn resulted in a chlorine residual at the District's effluent monitoring station and a high effluent biochemical oxygen demand (BOD) reading. Mr. Bailey stated that flow was directed to the reclamation ponds and the problem was quickly corrected. He stated that the permit violations do carry a penalty but that he will attempt to dispute the fine because no chlorine reached the Bay receiving waters.

Mr. Bailey reported on the key events at the Novato facility. He stated that Diablo Boiler installed the blast tube (burner) in the boiler and noted that 267 work orders were closed out in October. Mr. Bailey discussed safety and training for the month of October and noted that Veolia Water has been operating the treatment facility accident free for 516 days/23,530 hours.

Mr. Bailey discussed the odor control issue, noting that Jerome Meter (H₂S) readings continue to be performed in the Lea Dr. neighborhood as well as within the treatment plant. He discussed the plant flow charts and the energy usage for the past 12 months.

COLLECTION SYSTEM OPERATION AND MAINTENANCE REPORT FOR OCTOBER 2011:

Tim O'Connor, Collection System Superintendent, discussed the Collections System Monthly Report for October 2011. He stated that the Collections System spent about 56% of its time on sewer maintenance and 44% on pump station maintenance.

He reported there were no overflows for the month of October.

He stated that the Collections System crews cleaned a total of 63,731 feet of sewer pipeline in the month of October and completed 392 maintenance work orders. Mr. O'Connor discussed pump station maintenance as well as pump station construction progress and noted that approximately 312 lift station inspections were conducted during October.

RECLAMATION FACILITY:

Steve Krauthem, Field Services Superintendent, gave a summary report of the Reclamation Facilities for October, 2011. He reported that ranching operations were normal for the month and gave an overview of the rancher operations and the irrigation systems. He stated that irrigation operations were stopped during the first

part of October due to rain. Mr. Krautheim reported that approximately 56.65 million gallons of recycled water was utilized during October.

Mr. Krautheim stated that parcel 5 in site 2 was seeded with pasture mix, ring rolled and added to the irrigation schedule; parcel 8 in site 3 was mowed, disked, chiseled, seeded with rye and ring rolled; the contractor began leveling parcel 4 in site 3 in preparation for pasture mix seeding; and parcel 8 in site 7 was disked under in preparation for rye seed mix this year. He noted that a large fresh water leak was discovered on site 7 and discussed the necessary repairs.

Mr. Krautheim stated that the District's contractor completed pumping sludge out of the sludge lagoons this month, noting that 900,000 gallons were pumped out of Lagoon no. 3 and 1,125,000 gallons were pumped out of Lagoon no. 4. He stated that the total amount of sludge pumped out of the sludge lagoons this year was 3,622,000 gallons.

ADJOURNMENT: There being no further business to come before the Committee, Member Di Giorgio adjourned the meeting at 2:46 p.m.

November 16, 2011

A regular meeting of the Wastewater Operations Committee of Novato Sanitary District was held at 2:00 p.m., Monday, November 16, 2011, at the District Office, 500 Davidson Street, Novato.

MEMBERS PRESENT: NSD Board Members Michael Di Giorgio and Dennis Welsh.

STAFF PRESENT: Beverly James, Manager-Engineer
Sandeep Karkal, Deputy Manager-Engineer
Steve Krauthem, Field Services Superintendent
Tim O'Connor, Collections System Superintendent
Julie Swoboda, Administrative Secretary
Lynda Rodefer, Administration, Veolia Water
John Bailey, Plant Manager, Veolia Water

ALSO PRESENT: Jamie Erze, Novato resident
Jerry Peters, NSD Board member elect, Novato resident
Bob Guinan, Novato resident

AGENDA APPROVAL: The Manager asked that item 4.d. be considered as the first item in the Operations Report. The Committee members agreed and Member Di Giorgio approved the agenda as modified.

Member Di Giorgio welcomed the Lea Drive neighborhood attendees. The Manager asked Mr. Erze if the meeting time of 2 p.m. would work for the Lea Dr. participants. She noted that her intent was to include all interested parties in the odor discussions at the Wastewater Operations Committee meetings. Mr. Erze stated that he would get back to Beverly with alternate suggestions if the meeting time of 2 p.m. was not conducive to the interested parties.

PUBLIC COMMENT: None.

APPROVAL OF MINUTES:

Member Welsh approved the minutes of the October 17, 2011 Wastewater Operations Committee meeting as written.

WASTEWATER TREATMENT FACILITIES OPERATIONS AND MAINTENANCE REPORT FOR OCTOBER 2011:

- Odor Control: The Manager stated that the District had begun the installation of additional bioxide feed equipment at the Bahia, Ignacio, Olive and East Hamilton pump stations. She anticipates that the addition of bioxide into the treatment flow will

reduce or alleviate odors in the headspace of the headworks and clarifiers. She stated that odor emissions will continue to be monitored and measured.

- Treatment Plant Performance Report: John Bailey, Plant Manager, Veolia Water, reviewed the monthly operations report for October 2011 and discussed the treatment plant performance. He stated that there were two permit exceedances for the month of October due to mechanical failure. Mr. Bailey explained that on October 4th sodium hypochlorite was overfed to the influent junction structure which in turn resulted in a chlorine residual at the District's effluent monitoring station and a high effluent biochemical oxygen demand (BOD) reading. Mr. Bailey stated that flow was directed to the reclamation ponds and the problem was quickly corrected. He stated that the permit violations do carry a penalty but that he will attempt to dispute the fine because no chlorine reached the Bay receiving waters.

Mr. Bailey reported on the key events at the Novato facility. He stated that Diablo Boiler installed the blast tube (burner) in the boiler and noted that 267 work orders were closed out in October. Mr. Bailey discussed safety and training for the month of October and noted that Veolia Water has been operating the treatment facility accident free for 516 days/23,530 hours.

Mr. Bailey discussed the odor control issue, noting that Jerome Meter (H₂S) readings continue to be performed in the Lea Dr. neighborhood as well as within the treatment plant. He discussed the plant flow charts and the energy usage for the past 12 months.

COLLECTION SYSTEM OPERATION AND MAINTENANCE REPORT FOR OCTOBER 2011:

Tim O'Connor, Collection System Superintendent, discussed the Collections System Monthly Report for October 2011. He stated that the Collections System spent about 56% of its time on sewer maintenance and 44% on pump station maintenance.

He reported there were no overflows for the month of October.

He stated that the Collections System crews cleaned a total of 63,731 feet of sewer pipeline in the month of October and completed 392 maintenance work orders. Mr. O'Connor discussed pump station maintenance as well as pump station construction progress and noted that approximately 312 lift station inspections were conducted during October.

RECLAMATION FACILITY:

Steve Krauthem, Field Services Superintendent, gave a summary report of the Reclamation Facilities for October, 2011. He reported that ranching operations were normal for the month and gave an overview of the rancher operations and the irrigation systems. He stated that irrigation operations were stopped during the first

part of October due to rain. Mr. Krautheim reported that approximately 56.65 million gallons of recycled water was utilized during October.

Mr. Krautheim stated that parcel 5 in site 2 was seeded with pasture mix, ring rolled and added to the irrigation schedule; parcel 8 in site 3 was mowed, disked, chiseled, seeded with rye and ring rolled; the contractor began leveling parcel 4 in site 3 in preparation for pasture mix seeding; and parcel 8 in site 7 was disked under in preparation for rye seed mix this year. He noted that a large fresh water leak was discovered on site 7 and discussed the necessary repairs.

Mr. Krautheim stated that the District's contractor completed pumping sludge out of the sludge lagoons this month, noting that 900,000 gallons were pumped out of Lagoon no. 3 and 1,125,000 gallons were pumped out of Lagoon no. 4. He stated that the total amount of sludge pumped out of the sludge lagoons this year was 3,622,000 gallons.

ADJOURNMENT: There being no further business to come before the Committee, Member Di Giorgio adjourned the meeting at 2:46 p.m.



December 19, 2011

Ms. Beverly James
Manager - Engineer
Novato Sanitary District
500 Davidson Street
Novato, CA 94545

Subject: Veolia Water Operations Report – November 2011

Dear Ms. James:

We are pleased to provide this updated activity report for November 2011.

As always, please give me a call at 415-798-6075 should you have any questions.

Regards,

A handwritten signature in black ink that reads "John Bailey". The signature is written in a cursive style with a large, looping initial "J".

John Bailey
Project Manager

**MONTHLY OPERATIONS REPORT
November 2011**

Prepared for

**NOVATO SANITARY DISTRICT (NSD)
WASTEWATER TREATMENT PLANT
500 Davidson Street
Novato, CA 94545**

Prepared by

Veolia Water West Operating Services, Inc. (VWWOS)

TABLE OF CONTENTS

TREATMENT PLANT PERFORMANCE SUMMARY	2
OPERATIONS AND MAINTENANCE STATUS / REVIEW	2
CONSTRUCTION UPDATE	3
ADMINISTRATION	3
SAFETY AND TRAINING	3
SOP REVIEW/DEVELOPMENT	3
ODORS	3
MISCELLANEOUS	3

TREATMENT PLANT PERFORMANCE SUMMARY:

November 2011:

BAY DISCHARGE

Parameter	Monthly Performance			
	Value		Limit	
	Ave	Max	#1	#2
Flow, MGD (monthly ave/max)	4.60	6.02	N/A	N/A
Influent BOD ₅ , lb/day (month ave/max)	8,936	12,030	N/A	N/A
Influent TSS, lb/day (monthly ave/max)	11,521	16,869	N/A	N/A
Effluent BOD ₅ , mg/L (monthly ave/weekly max)	7	8	30	45
Effluent TSS, mg/L (monthly ave/weekly max)	6	5	30	45
Effluent BOD ₅ - % Removal	97	N/A	85	N/A
Effluent TSS - % Removal	98	N/A	85	N/A
Ammonia mg/L (monthly average / daily max)	0.28	1.20	6	21
pH, su (min / max)	6.9	7.1	6.5	8.5
Enterococcus, mpn (30 day geo mean)	2.1	N/A	35	N/A
Fecal Coliform, mpn (30 day median)	4	N/A	140	N/A
Fecal Coliform, mpn (90 th percentile)	13	N/A	430	N/A
Total Permit Exceedances (NPDES)	0			

NA – Not Applicable

Discussion of Violations / Excursions: NONE

OPERATIONS & MAINTENANCE STATUS / REVIEW:

Key events for the period:

Novato

- KBL (Instrumentation & Controls Contractor) repaired Pressure Transmitter on Digested Sludge Line – Warranty Work
- Annual Service on Filter Screens
- Collicutt Energy performed annual inspection on new generators – Warranty
- Ozonia – UV Channel #2 repair
- Adjusting Rod on #2 Sludge Lagoon Telescoping Valve installed
- Eco Cure trial on Primary Clarifier

Ignacio

- Bioxide addition for odor control

CONSTRUCTION UPDATE:

- Attended weekly construction meetings

ADMINISTRATION:

- Electronic Self Monitoring Report for October 2011, submitted on 11/30/11

SAFETY AND TRAINING:

- Monthly plant safety inspections for Novato WWTF completed on 11/1/11
- Five Minute Tailgate training is held daily with the O&M staff.
- No safety incidents for the month of November 2011
- Accident Free: 6/1/10 – 11/30/11: 546 days / 24,898 hours
- Forklift and Industrial Truck Awareness Training 11/16/11
- Flygt MAS Training – Jeff Hendricks 11/2/11
- Reviewed material safety data sheet (MSDS) for Bioxide 11/16/11
- Container Re-Use for Bulk Chemical Tanks

ODORS:

- Jerome Meter (H₂S) readings performed in neighborhood and within treatment plant
- Eco Cure Trial
- Bioxide Addition

MISCELLANEOUS

- Process Control Management Plan (PCMP) meetings held weekly

Community Relations:

- Science Fair at Infineon Raceway 11/4/11
- Hamilton Hometown Festival – 11/4/11
- Donated Christmas Tree to Margaret Todd Senior Center
- Donated gift basket to ROTC – Building Better Citizens for America event

SOP Review & Development:

- Alarm Status and Operation Verification
- Reviewed Decant SOP
- Operation of High Pressure Wash Down System at Ignacio Transfer Pump Station

Veolia Support Staff On/Off Site (Various Times)

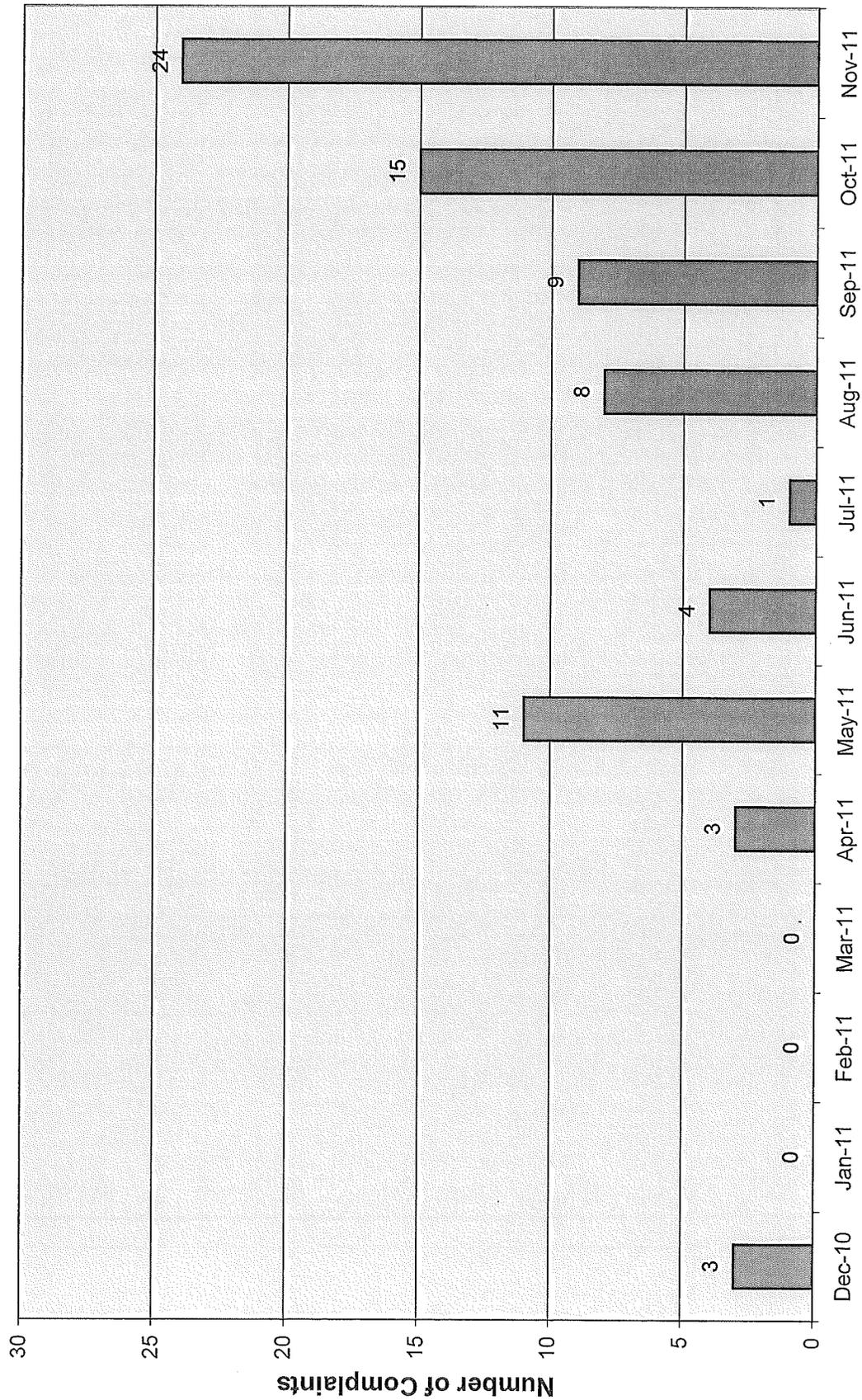
John O'Hare

Technical Support

Chris McAuliffe

District Manager

Complaints Received



WORK ORDER STATISTICS

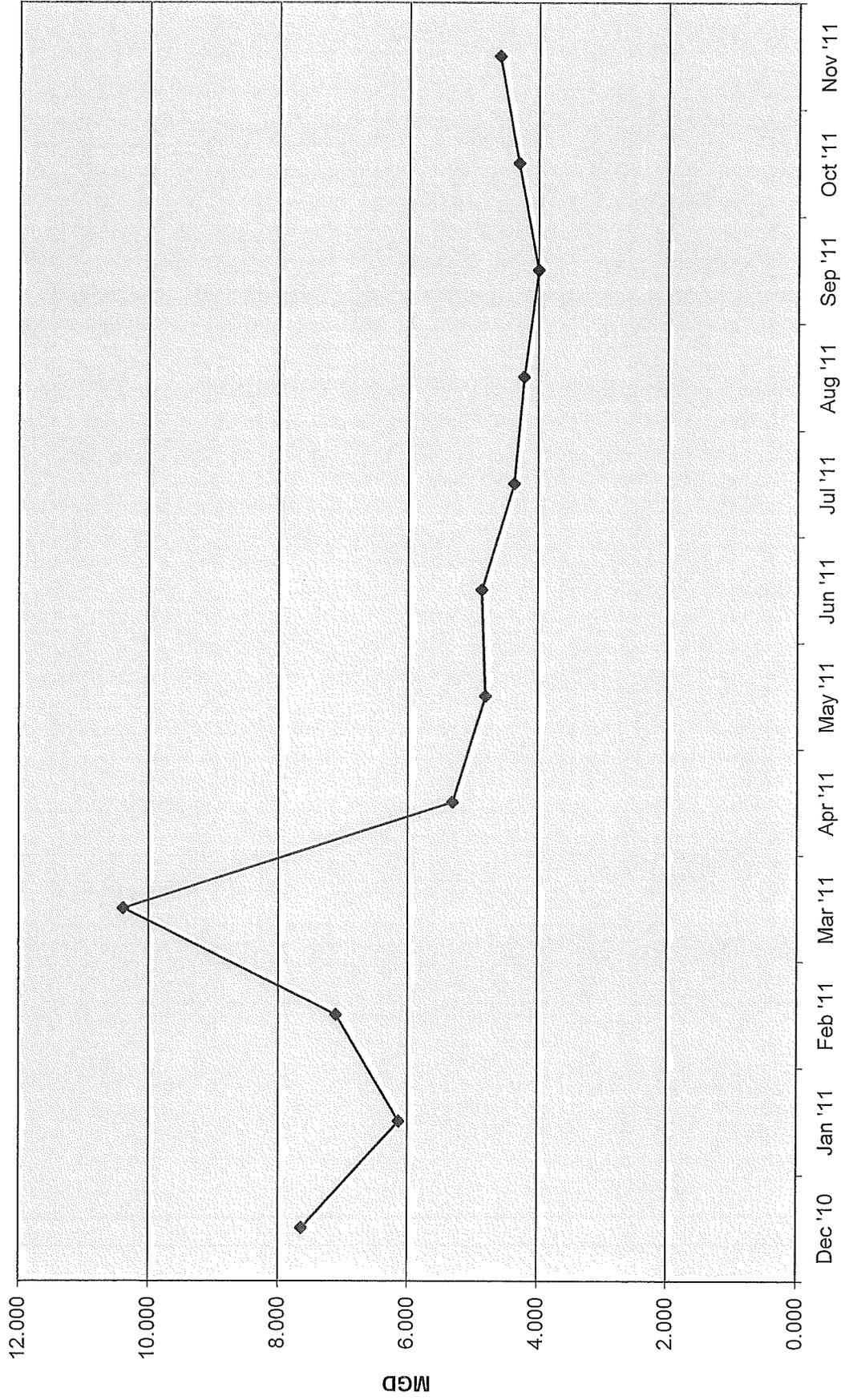
November 1, 2011 - November 30, 2011

	Open Work Orders Due Prior to 11/1/11	Open Work Orders 11/1/11 - 11/30/11	Total Open Work Orders
Preventative	20	272	292
Corrective	2	5	7
Total	22	277	299

	Closed Work Orders 11/1/11 - 11/30/11
Preventative	221
Corrective	5
Total	226

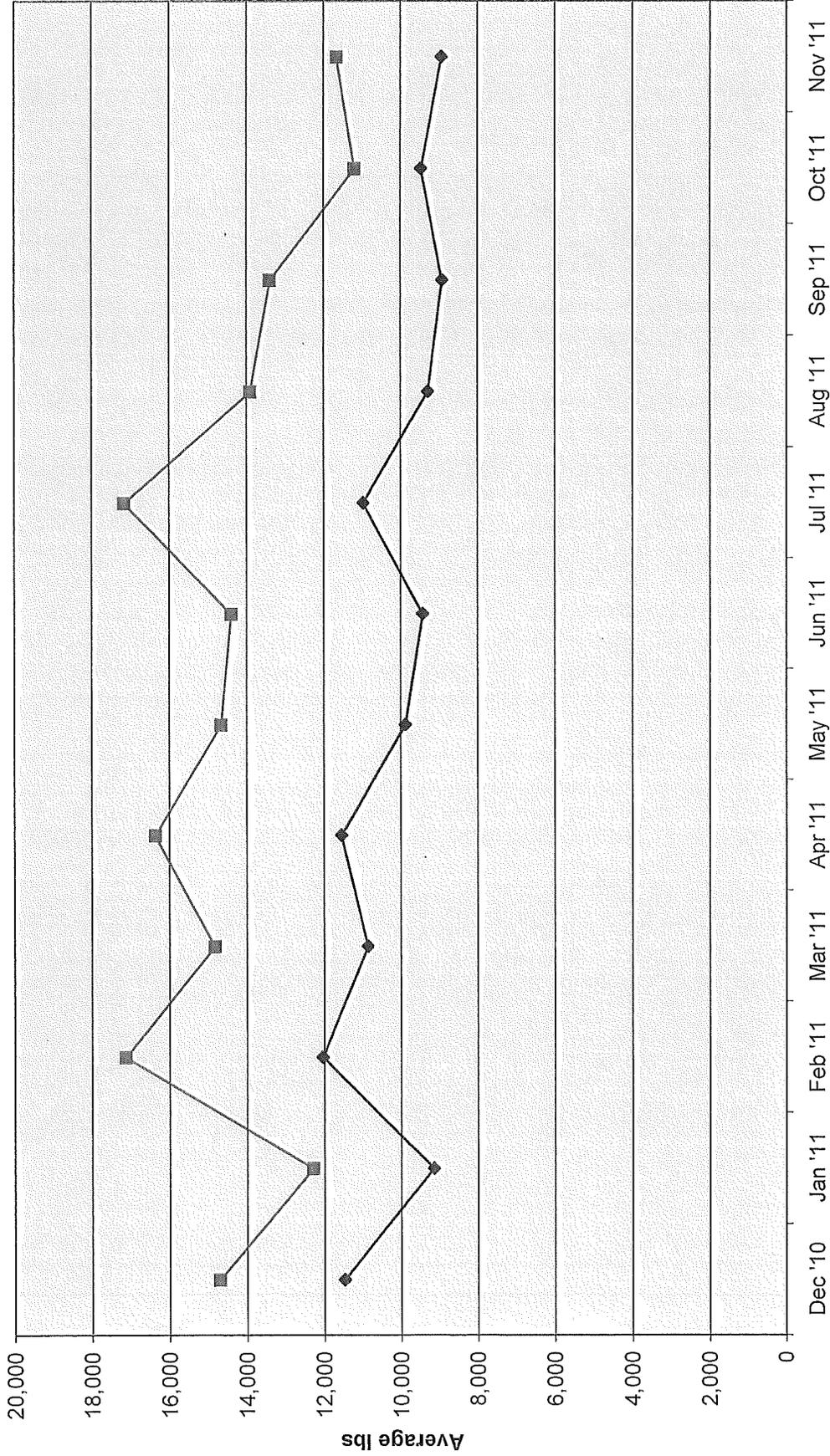
Total Outstanding Work Orders as of December 1, 2011	73
---	-----------

Plant Flow



Influent Load BOD TSS lbs

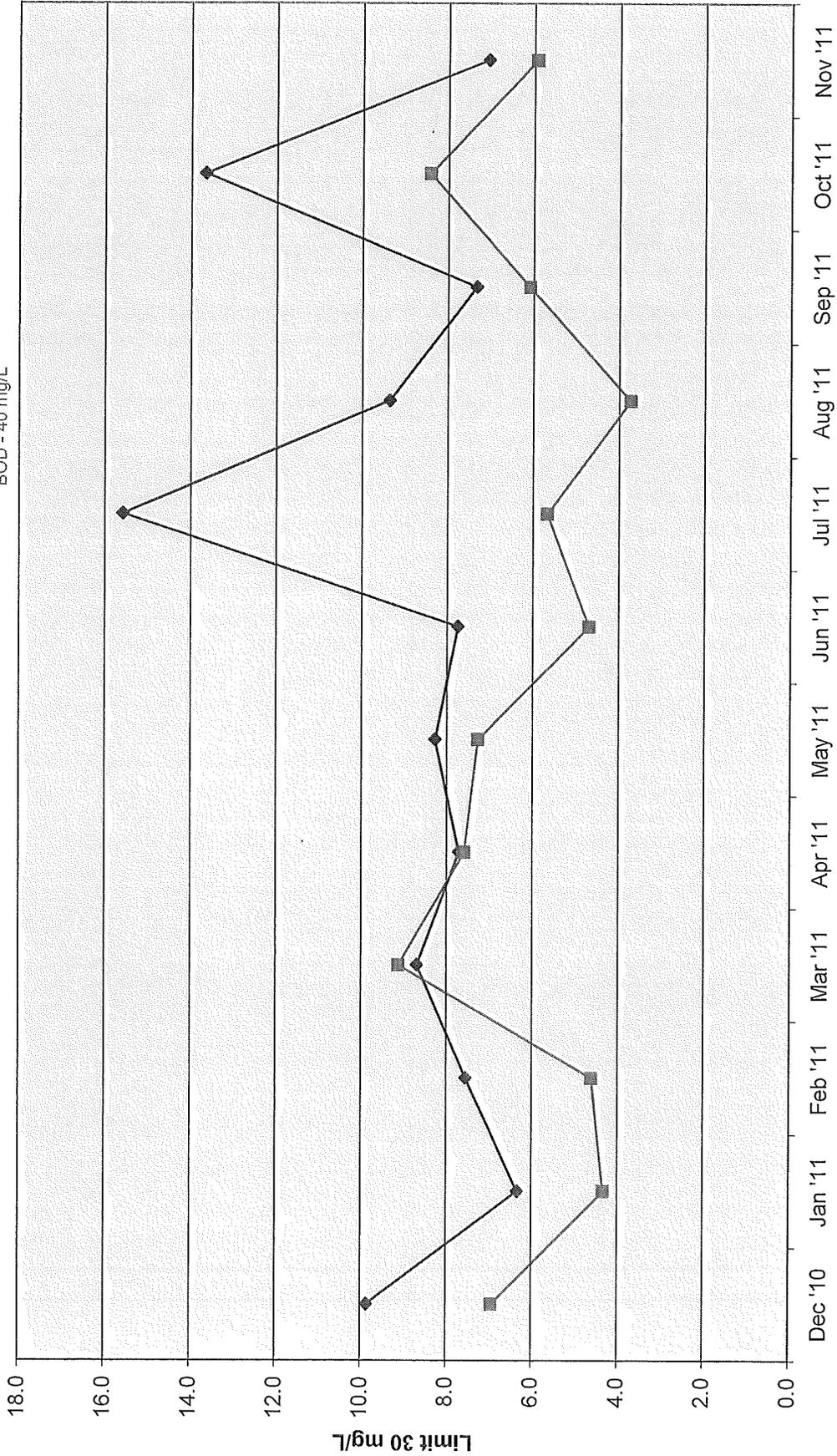
◆ BOD lbs ■ TSS lbs



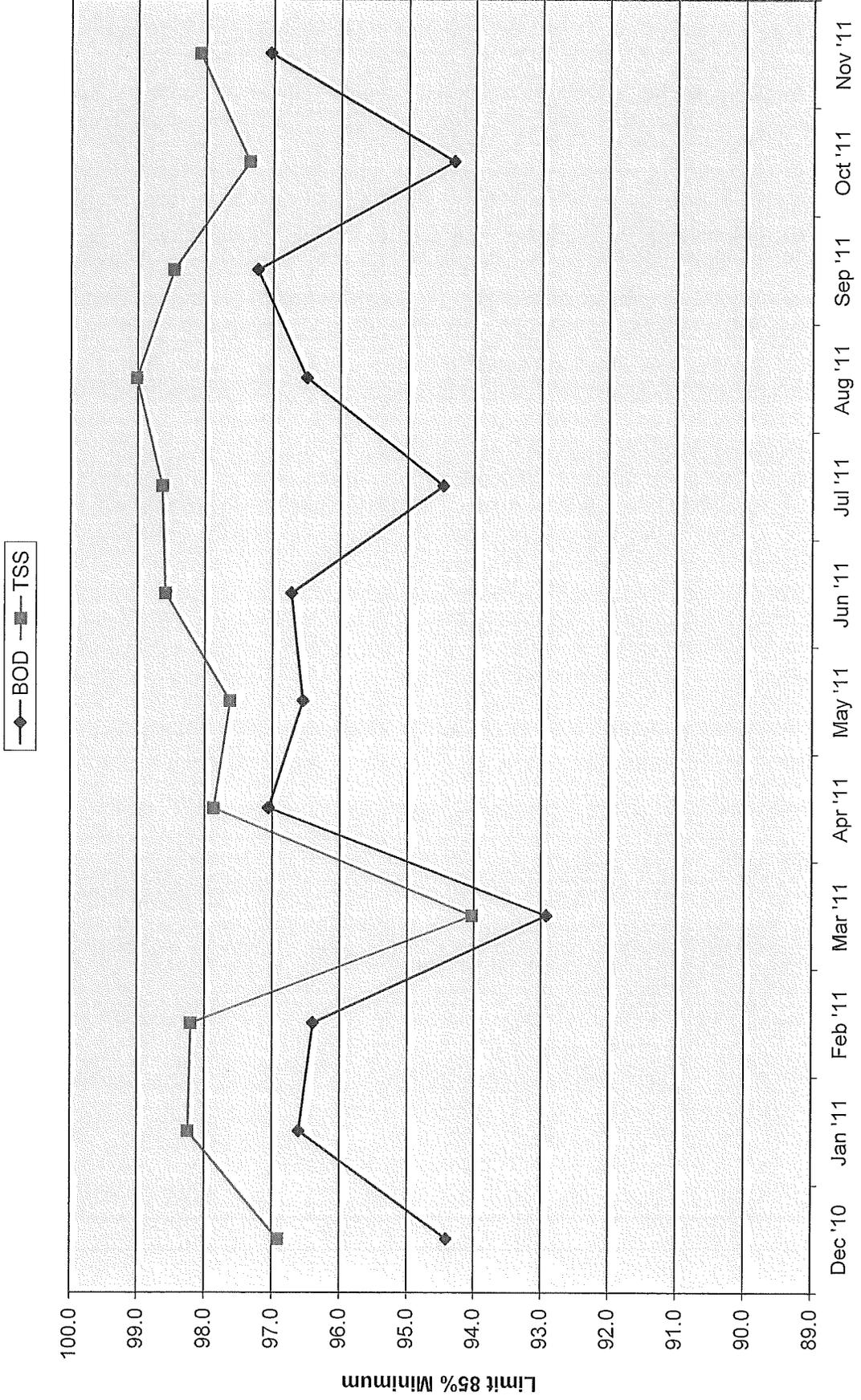
Effluent BOD TSS Concentration

NPDES LIMITS WET SEASON
 BOD & TSS - 30 mg/L Monthly Ave, 45 mg/L Weekly Ave
 NPDES LIMITS DRY SEASON
 BOD - 15 mg/L Monthly Ave, 30 mg/L Weekly Ave
 TSS - 10 mg/L Monthly Ave, 20 mg/L Weekly Ave
 WDR (Waste Discharge Requirements) RECLAMATION
 BOD - 40 mg/L

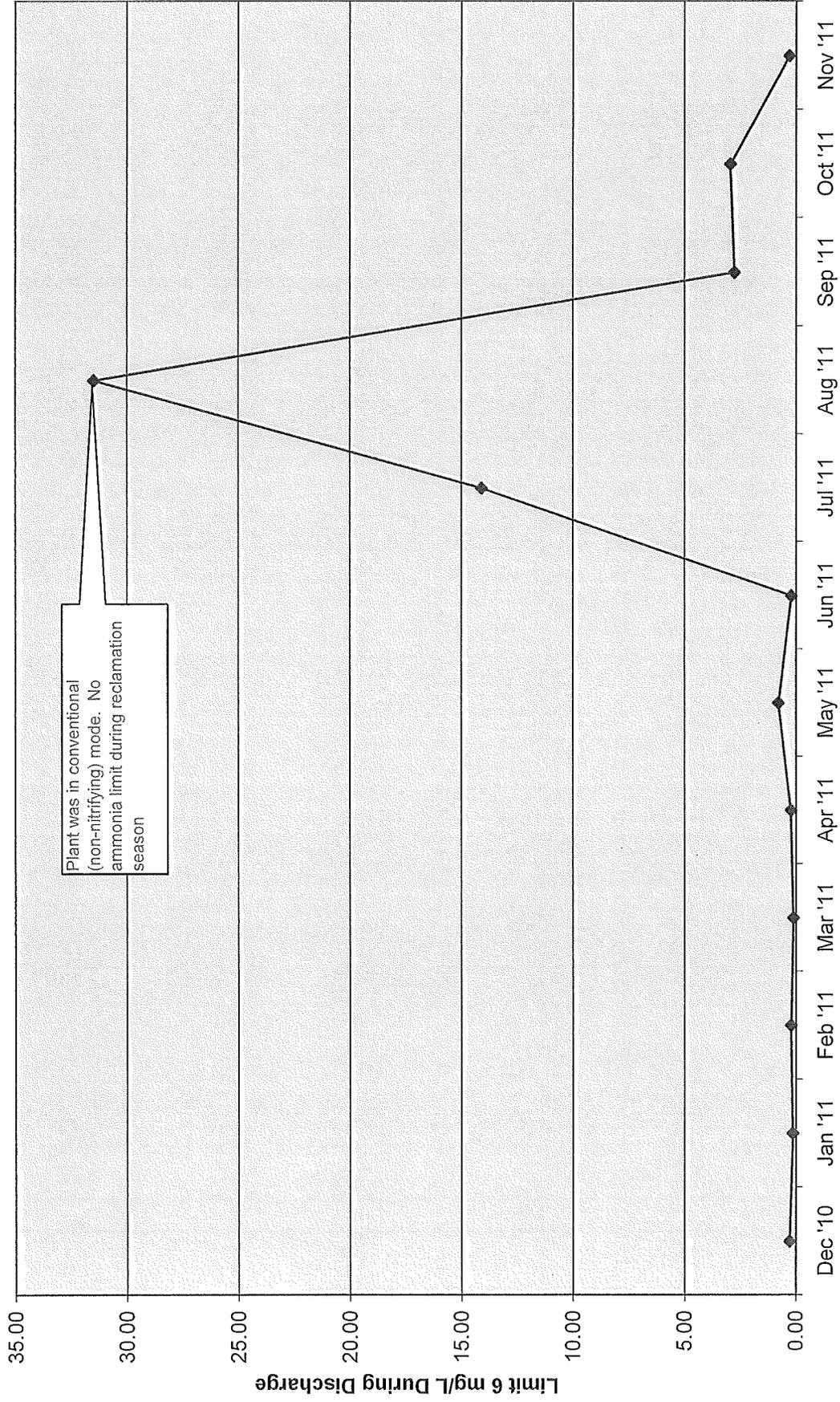
—◆— BOD —■— TSS



BOD TSS Percent Removal

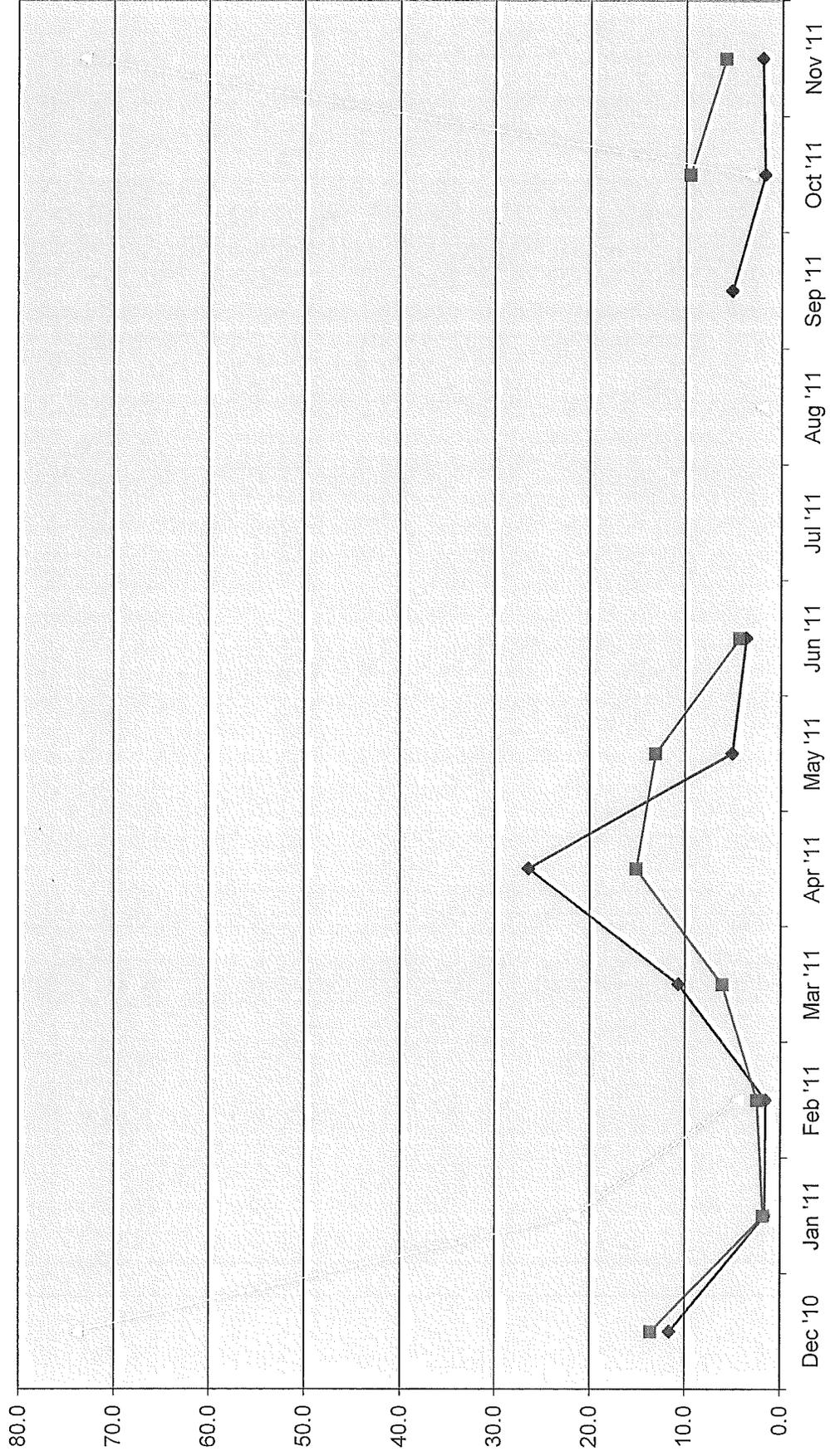
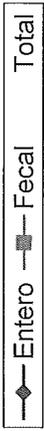


Effluent Ammonia



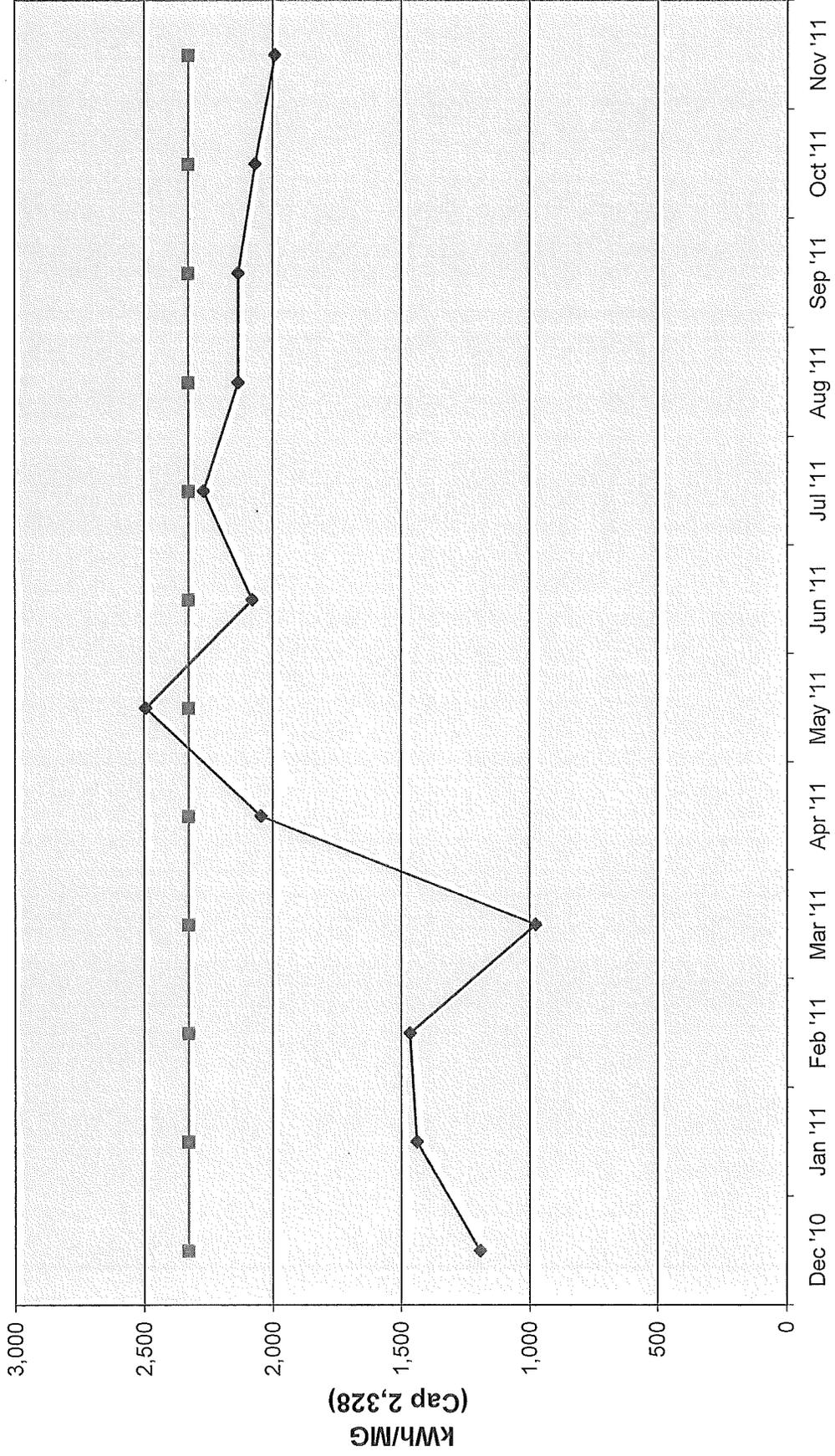
Disinfection

LIMITS - NPDES
 Entero 30 day geo mean 35 mpn /100ml
 Fecal 140 mpn monthly median
 Fecal 430 mpn 90th percentile 30 day
 LIMITS - RECLAMATION
 Total Coliform 240 mpn 5 sample median
 Total Coliform maximum 10,000 mpn/100 ml

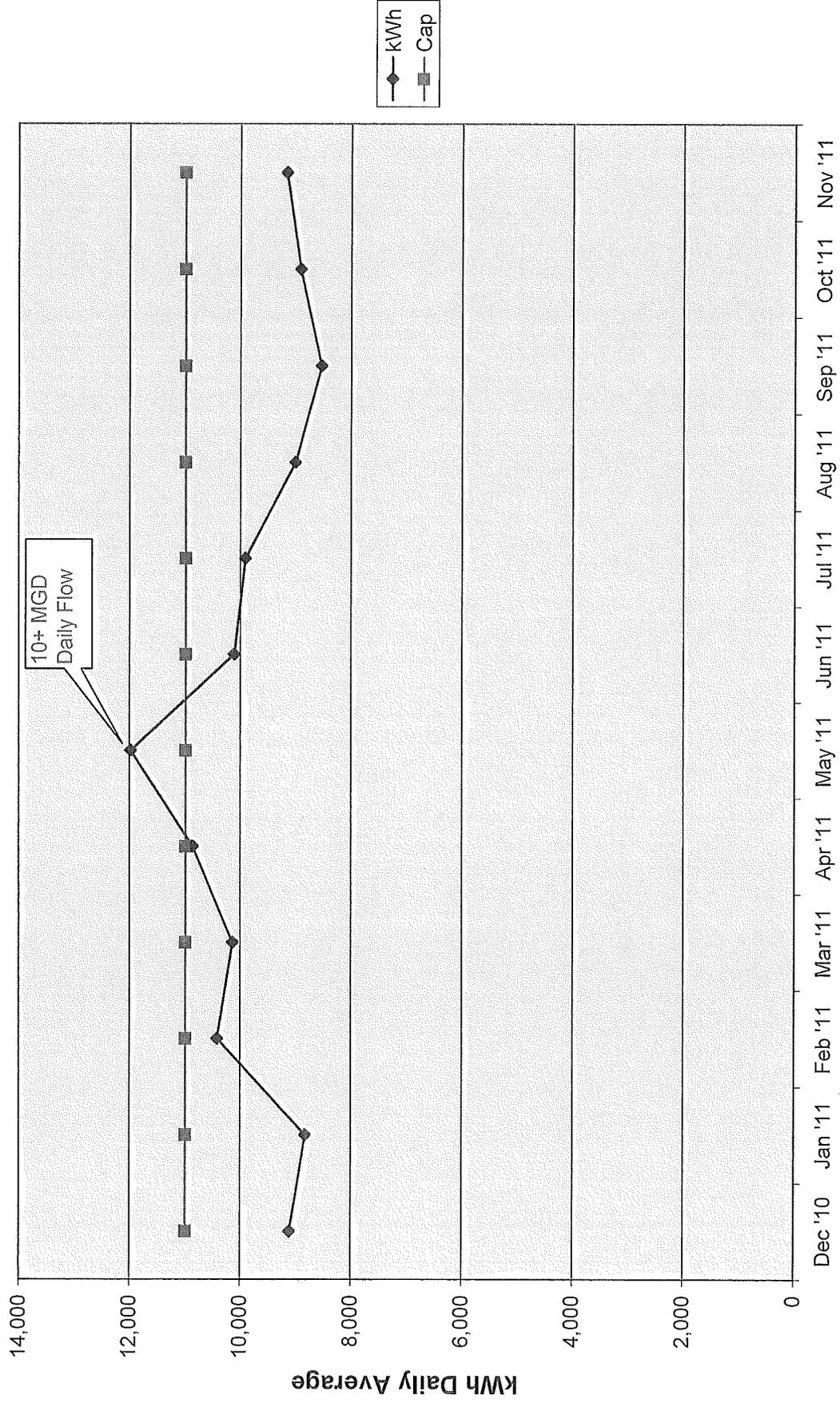


Energy kWh/MG

—◆— kWh/MG —■— Cap



Energy kWh



**Novato Sanitary District
Wastewater Operations Committee meeting
Collection System Operations Report
November, 2011**

General:

In November 2011, the Collection System Department spent about 52% of its time on sewer maintenance, and 48% of its time on pump station maintenance. At full strength, the department has eight (8) workers plus the Superintendent for Collections System and Pump Station O&M.

After accounting for vacations, holidays, sick leave, and industrial injury leave, for the month of November, the Collection System had the equivalent of: (a) 2.4 full time field workers plus the Collection System Superintendent for on Sewer Maintenance, and (b) 2.3 full time field workers Plus the Collection System Superintendent on Pump Station Maintenance.

Sewer Maintenance:

A total of 47,375 feet of sewer pipelines was cleaned for the month. Staff completed 262 maintenance work orders with 187 outstanding work orders. Both parameters are below current established production goals for the department due to Truck 3205 (Hydro-flusher) being down for retrofit and staff time off for the holidays. The footage cleaned per hour remains within established parameters. Graphs showing the length of line cleaned/month, footage cleaned/hour worked, along with the overflows/month is attached. Truck 3205 (Hydro-flusher) was sent out to be converted from a mid-mount reel style flusher to a front mount reel towards the end of October and wasn't returned to full service until late in November.

Pump Station Maintenance:

Approximately 330 lift station inspections were conducted for the month of November 2011, with 188 of the visits generated through the JobCal Plus CMMS system. The breakdown of these inspections is as follows: 22 Flygt submersible pump stations, 2 times per month, 9 Gorman/Rupp dry well/wet well stations, 1 entry per month, and 4 main stations that are visited daily. Bahia Main PS buss bars for pumps 1 & 2 were replaced during this month and Bioxide feed systems were set up and initiated at E. Hamilton, Bahia Main, Olive St pump stations and the Ignacio Transfer Pump station.

Pump Station Construction:

As part of the District's continuing multi-year Pump Station Rehabilitation Project (Capital Improvement Project No. 72403), Bayside, South Gate, and Western Oaks pump stations have been accepted for beneficial occupancy and are in varying stages of final completion.

Sanitary Sewer Overflows (SSOs):

For the month of November 2011, there was one (1) SSO:

No.	Date	Location	Amount, gal	Cause
1	11/21/2011	1169 Midway Ct	2	Root blockage in main line

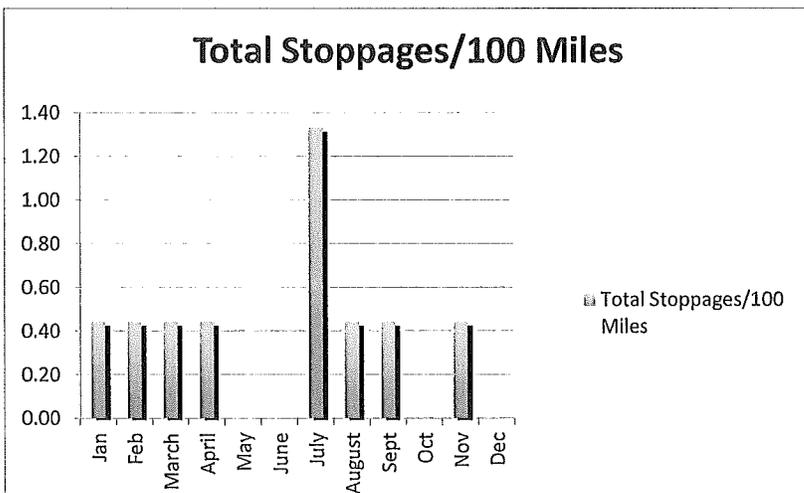
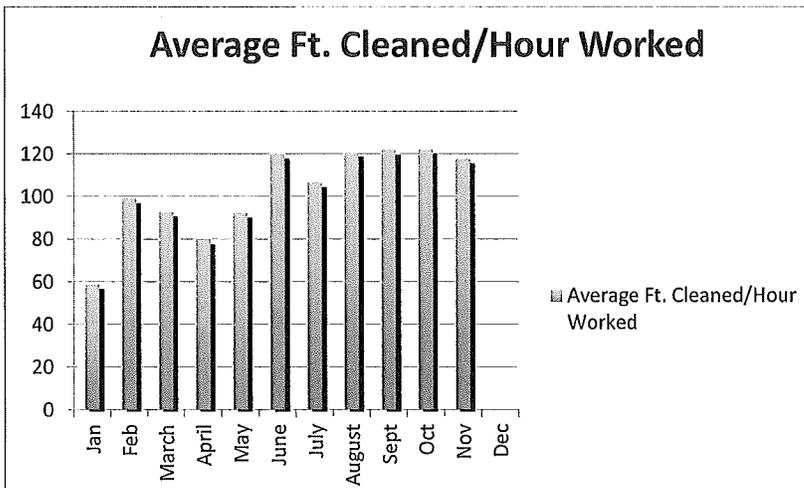
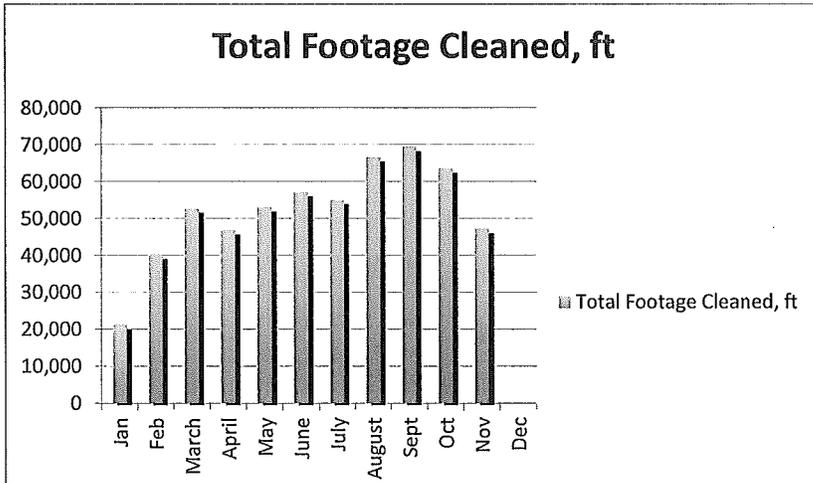
Collection System Operations Report 2011

Novato Sanitary District

Collection System Monthly Report For 2011

	Jan	Feb	March	April	May	June	July	August	Sept	Oct	Nov	Dec	Total Year to Date	Average Year to Date
	Employee Hours Worked	394	418	612	588	628	507	545	571	610	562	434	0	
Number of Employees	2.2	2.4	3.5	3.3	3.5	2.9	3.1	3.2	3.4	3.2	2.4	0.0		
Regular Time Worked on Coll. Sys.	363	407	568	554	574	476	516	563	570	521	402		5,504	
Regular Time Worked on Other	42	59	53	18	91	129	133	242	122	114	104		1,107	
Vacation/Sick Leave/Holiday	628	448	312	295	315	319	225	179	210	173	585		3,989	
Overtime Worked on Coll. Sys.	31	11	44	34	54	31	29	18	40	41	32		365	
Overtime Worked on Other	1	27	5	0	0	5	0	37	1	3	0		78	
After Hours Callouts	1	1	1	0	0	0	1	0	0	0	0		4	
Service calls, normal hours	10	1	7	4	7	3	4	6	5	4	6		57	
Average S.C. response time (mins)	19	10	30	19	22	20	22	18	21	26	22		229	21
Productivity														
Rodder Work Orders Generated, ft	8	43	29	8	80	50	59	10	10	12	35		58,566	5,324
Rodder 3203 Ft. Cleaned	1,363	7,810	3,200	2,074	12,075	10,712	10,996	624	963	2,195	6,594			
Flusher Work Orders Generated, ft	103	155	247	231	210	245	214	324	414	380	227			
Truck 3205V Ft. Cleaned	8,643	0	11,741	13,603	146	8,507	10,162	26,612	23,026	31,066	1,766		135,272	12,297
Truck 3206V Ft. Cleaned	11,231	32,463	37,597	31,294	40,889	37,750	33,742	39,616	45,632	30,530	39,015		379,759	34,524
Camera Work Orders Generated, ft	0	0	0	0	0	0	1	0	0	0	0			
Camera Ft. Videod	0	0	583	0	3,750	0	189	0	0	0	0		4,522	452
Work Orders Completed	111	198	276	239	290	295	274	334	424	392	262	0	3,095	258
Work Orders backlog	5	1	14	7	25	3	17	8	4	35	187		306	28
Total Footage Cleaned	21,360	40,428	52,785	46,972	53,110	57,214	55,114	66,852	69,621	63,731	47,375	0	574,562	47,880
Stoppages														
Minor	1	1	1	1	0	0	3	1	1	0	1		10	
Major	0	1	0	1	0	0	2	0	1	0	1		6	
Overflow Gallons	2,500	53	1,610	60	0	0	989	79	600	0	2	NA	5,893	
Volume Recovered	0	0	1,208	0	0	0	43	79	600	0	2	NA	1,932	
Percent Recovered	0%	0%	75%	0%	NA	NA	4%	100%	100%	NA	100%	NA	33%	
Benchmarks														
Average Ft. Cleaned/Hour Worked	59	99	93	80	93	120	107	121	122	122	118	NA		
Total Stoppages/100 Miles	0.4	0.4	0.4	0.4	0.0	0.0	1.3	0.4	0.4	0.0	0.4	0.0	4.4	
Average spill response time (mins)	38	20	12	10	0	0	11	11	25	0	18	0.0		
Callouts/100 Miles	0.4	0.4	0.4	0.0	0.0	0.0	0.4	0.0	0.0	0.0	0.0	0.0	1.8	
Overtime hours/100 Miles	14	5	20	15	24	14	13	8	18	18	14	0	2	
Overflow Gallons/100 Miles	1111	24	716	27	0	0	440	35	267	0	1	NA	2619	

Collection System Operations Graphs 2011



Pump Station Monthly Report 2011

Novato Sanitary District														
Pump Station Monthly Report For 2011														
	Jan	Feb	March	April	May	June	July	August	Sept	Oct	Nov	Dec	Total Year to Date	Average Year to Date
Employee Hours Worked	312	396	470	345	306	442	397	342	355	434	404	0		
Number of Employees	1.8	2.2	2.7	1.9	1.7	2.5	2.2	1.9	2.0	2.5	2.3	0.0	3,643	2.0
Regular Time Worked on Pump Sta	271	356	412	293	261	393	325	298	305	373	356		560	
Overtime Worked on Pump Sta	41	40	58	52	45	49	72	44	50	61	48		91	
After Hours Callouts	3	6	8	1	9	11	16	6	9	11	11			
Average Callout response time (mins)	0	0	18	15	20	20	23	30	23	26	24			18
Work Orders														
Number generated in month	NA	NA	38	92	102	113	80	88	94	165	189			
Number closed in month	NA	NA	38	87	99	113	79	84	90	157	188			
Backlog	NA	NA	NA	5	3	0	1	4	4	8	1			

NOVATO SANITARY DISTRICT
Wastewater Operations Committee Meeting
Reclamation Facilities Report
November, 2011

Summary:

Ranching operations ended for the season and all cattle were removed from the sites. Irrigation operations were halted for the season. All work rehabilitating selected parcels was completed this month. The telescoping valve on Lagoon No. 2 was repaired and placed into service.

Rancher Operations:

The rancher focused on removing all of his cattle off site for the wet months. All cattle were removed by the end of the month.

Parcel 4 in Site 3 was leveled, disked, ring rolled and seeded with pasture mix. All sprinkler heads have been replaced as needed to allow full coverage of the parcel. Parcel 8 in Site 7 was disked, ring rolled and seeded with rye seed mix.

A large fresh water leak discovered on Site 7 last month was eliminated by replacing 1300 feet of 2" water main between the entrance gate to Site 7 and the "tee" between Parcels 3 & 4 along the main road.

Irrigation Systems:

Irrigation continued until the 8th of November when staff halted irrigation for the season. Storage Pond depth was down to 5.5 feet.

Irrigation Pump Station:

Pump 2 is still out of service and at the shop for repairs. Staff is checking to see if it will be more cost-effective to purchase a new pump.

For the month of November, approximately 22.50 MG of recycled water was utilized for irrigation before irrigation was halted for the season.

Sludge Handling & Disposal:

The stem, actuator and baffle for Lagoon 2 were installed before placing the lagoon back into service.